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APPLICATION NUMBER	FILING OR 371 (c) DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/625,990	07/24/2003	Andrew M. Taylor	60908-00011USPT

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CONFIRMATION NO. 1708

## FORMALITIES LETTER



\*OC000000012396459\*

Date Mailed: 04/20/2004

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*Items Required To Avoid Abandonment:

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Replacement drawings in compliance with 37 CFR 1.84 and 37 CFR 1.121 are required. The drawings submitted are not acceptable because:
  - The drawings must be reasonably free from erasures and must be free from alterations, overwriting, interlineations, folds, and copy marks. See Figure(s) 7,8.

SUMMARY OF FEES DUE:

Total additional fee(s) required for this application is \$65 for a Small Entity

- \$65 Late oath or declaration Surcharge.

08/24/2004 EFLORES 00000008 100447 10625990

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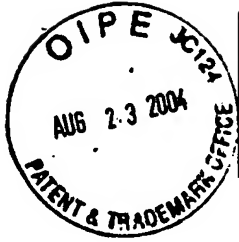
Replies should be mailed to: Mail Stop Missing Parts  
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P.O. Box 1450  
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*A copy of this notice MUST be returned with the reply.*

mar  
Customer Service Center  
Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE



I hereby certify that this correspondence is being deposited with the U.S. Postal Service as Express Mail, Airbill No. EL987027635US, in an envelope addressed to: MS Missing Parts, Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450, on the date shown below.

Dated: August 20, 2004

Signature:

(Rebecca Butler)

EL987027635US

Docket No.: 60908-00011USPT  
(PATENT)

**IN THE UNITED STATES PATENT AND TRADEMARK OFFICE**

In re Patent Application of:  
Andrew Taylor

Application No.: 10/625990

Filed: July 24, 2003

For: METHOD OF AND APPARATUS FOR GOLF  
CLUB CLEANING

Confirmation No.: 1708

Art Unit: N/A

Examiner: Not Yet Assigned

**RESPONSE TO NOTICE TO FILE MISSING PARTS OF APPLICATION**

MS Missing Parts  
Commissioner for Patents  
P.O. Box 1450  
Alexandria, VA 22313-1450

Dear Sir:

In response to the Notice to File Missing Parts of Application – Filing Date Granted mailed April 20, 2004, Applicant respectfully submits a Combined Declaration and Power of Attorney, Formal Drawings (12 figures, 11 pages), and Part 2 Copy of Notice. Submitted also is a Request for Extension of Time.

The Director is hereby authorized to charge any deficiency in the fees filed, asserted to be filed or which should have been filed herewith (or with any paper hereafter filed in this

Application No.: 10/625990

Docket No.: 60908-00011USPT

application by this firm) to our Deposit Account No. 10-0447, under Order No. 60908-

00011USPT. A duplicate copy of this paper is enclosed.

Dated: August 20, 2004

Respectfully submitted,

By: 

Stanley R. Moore

Registration No.: 26,958

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